

Subject: Updated Compensation Policy to Include a Living Wage Clause

Recommendation:

BE IT RESOLVED THAT Council receive Report #2023-0142, for information;

AND THAT Council approve the Non-Compensation Policy S600-30, as amended.

Background:

At the May 17, 2023 meeting, Council opted not to officially certify as a living wage employer. Instead, staff were directed to bring forward a policy in August that ensures a living wage is paid to all staff, save and except students.

Analysis:

The Town's Non-Union Compensation Policy S600-30 has been updated and is included as Appendix "A" in this report with all changes highlighted. The policy defines the living wage and which employees will receive this rate. The amended policy requires both the Manager of People Services and the Treasurer to ensure the non-union salary grids remain compliant with the updated calculation each year.

While the policy specifically excludes those positions represented by the union, as changes to rates of pay can only be done during negotiations, the Town will do its best to ensure that any current or future rates are adjusted, if necessary, during the collective bargaining process. Presumably the union will agree to any changes that result in increased wages for their membership.

Financial Considerations:

There are four non-union part-time positions that currently do not earn \$19.80 per hour, across all steps on the salary grid. Should Council approve this policy, the rates of those impacted will be adjusted on next week's pay. The total cost of these adjustments for the remainder of 2023 will be \$7,635 which will be funded by the

Human Resources Capacity Reserve. The cost for 2024 will be included in next year's budget.

Alternatives Reviewed:

Alternative options include officially certifying as a living wage employer through the Ontario Living Wage Network, or leaving the current rates of pay as they are.

Strategic Plan Relationship: Enhancing Capacity and Future Readiness

Ensuring a living wage will have multiple benefits to the Town, including a more motivated and productive staff, an increase in employee retention and a decrease in time and money spent on hiring and training.

Consultation:

The finance department provided the financial analysis for this report.

Other Pertinent Reports/Attachments:

Appendix "A" – Updated Non-Union Compensation Policy S600-30.

Appendix "B" – Previous report on Living Wages.

Prepared and Submitted by:

Brianna Langohr, CHRL
Manager of People Services

David Cribbs, BA, MA, JD, MPA
Chief Administrative Officer